

IMPORTANT NOTICE:

The completion of the appropriate PCF Application is required at least every three years.

If a provider is also a corporation or an owner of a medical professional corporation or LLC, the PCF corporate application must be completed if coverage of the corporation is being requested.

The dates of coverage for the Primary insurer or self-insured individual or group and the PCF dates of coverage must be the same unless one of the following circumstances exists:

- the PCF payment is remitted beyond the time allowed by the PCF rules, in which case the effective date may not be the same as the primary, but the ending date must match that of the primary
- the provider is a new provider and is enrolling in the PCF after the effective date of the primary policy
- the provider is an employee of a self-insured group policy and joining the group after the effective date of the group policy

The PCF surcharges are annual fees, but can be pro-rated if any of these circumstances arise. However, although the effective date may differ, the PCF ending date must match that of the primary insurer's ending date under the above circumstances.

The PCF does not finance the PCF surcharge.

The PCF does not take credit card payments.

The PCF does not accept insurance binders as proof of underlying coverage. If sent with a PCF surcharge payment, the PCF certificate of enrollment will not be available until the certificate of insurance has been provided. An Accord form can be sent, but must clearly show whether the policy is a claims made or occurrence policy and must show any applicable retroactive date.

If moonlighting or providing medical services at facilities or institutions and such is excluded and thus not covered by the primary policy or self-insured employer, additional proof of underlying coverage will be needed for there to be PCF coverage for these excluded or additional services. There may also be an additional PCF surcharge due. Providers should contact the PCF surcharge department for further clarification and to ensure full coverage.

If there are any questions or concerns involving the PCF surcharge rates or payments, call one of the employees in the surcharge section.